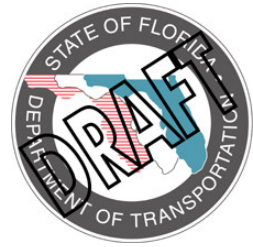


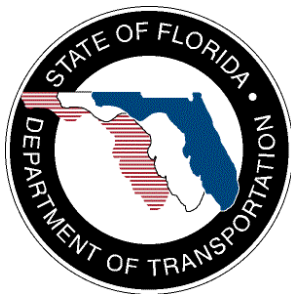
# Technical Memorandum



## Southwest Florida Advanced Traveler Information System Project

### Program Management Plan

**Draft Version 1  
August 16, 2006**



Prepared for:

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## List of Acronyms

ATIS ..... Advanced Traveler Information System  
FDOT.....Florida Department of Transportation  
I-75..... Interstate 75  
IMS ..... Integrated Master Schedule  
ITN.....Invitation to Negotiate  
ITS ..... Intelligent Transportation System  
IVR ..... Interactive Voice Response  
NTP..... Notice to Proceed  
*PMP* ..... *Program Management Plan*  
SOW ..... Scope of Work  
TEOO.....(FDOT) Traffic Engineering and Operations Office



## **1. Purpose**

This *Program Management Plan (PMP)* establishes the management approach to be used for the Southwest Florida Advanced Traveler Information System (ATIS) project. The approach established is consistent with the approach used for all Florida Department of Transportation (FDOT) intelligent transportation system (ITS) projects and deployments. This *PMP* describes the overall program structure; deliverables; related management plans and procedures; and the methods used to plan, monitor, control, and improve project development efforts. The *PMP* is a dynamic document that will be updated periodically to reflect all organizational changes, lessons learned, and advances in methodologies that occur throughout the project's life cycle.

### **1.1 Project Information**

This section provides a brief program summary.

- Project Name – Southwest Florida Advanced Traveler Information System Project
- Period of Performance – March 2005 through June 2008
- Contract Types – Assignments for the project are generally authorized using a task work order authorized under the PBS&J ITS General Consultant Contract with the FDOT Central Traffic Engineering and Operations Office (TEOO). The development work required for the project will also be processed using that contract. Traffic.com's work will be authorized through a contract with District 1. LogicTree's work will be authorized using a task work order under their contract for the development of the statewide 511 system.
- Project Value – \$2,000,000
- Delivery Date – Ongoing
- Project Manager – Don Olson, FDOT District 1
- Contact Information – [don.olson@dot.state.fl.us](mailto:don.olson@dot.state.fl.us) (phone number to be provided)



## **1.2 Project Description and Services**

### **1.2.1 System Description**

The finished system will be a 511 telephone number and co-branded Web site that provides transportation information for the southwest Florida region. This system will be an interim system, designed to operate until the new statewide ATIS is launched in 2008. It will include the following components:

- Operations staff to gather and input data
- An operator interface and data fusion system to process manual and automated data
- Automated data collection on Interstate 75 (I-75) in Lee, Collier, and Charlotte counties
- Modifications to the statewide 511 interactive voice response (IVR) system to support the additional information that will be gathered
- A Web page that is accessible on its own and from the statewide 511 Web page<sup>1</sup>
- Support services, including project management, operations, and marketing support

### **1.2.2 Products and Services**

The FDOT is being provided with the following products and services as part of this project:

- Operations staff to collect information for the Southwest Florida ATIS will be provided by Traffic.com using a contract with FDOT District 1.
- LogicTree will provide modifications to the statewide 511 IVR system that will allow more detailed information to be provided for Lee, Collier, and Charlotte counties. Work will be completed using a task work order authorized by its FDOT District 5 contract.
- A co-branded traveler information Web page that provides information on Lee, Collier, and Charlotte counties will be provided.
- Traffic.com, authorized by a contract with FDOT District 1, will provide 22 microwave radar detectors on I-75 in Lee, Collier, and Charlotte counties to collect speed data.

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<sup>1</sup> Florida's statewide 511 Web page is available online at <http://fl511.com/>.



- Data fusion and operator interface software will be provided using a task work order under the ITS General Consultant Contract. The software will:
  - Allow operations staff to enter data
  - Process the data
  - Prepare the data for dissemination using the IVR system and the Web page provided using a task work order authorized under the ITS General Consultant Contract
- Marketing services and materials to increase public awareness and usage of the 511 telephone system and Web site will also be provided.

### **1.3 Key Project Events**

Table 1.1 describes the key milestone events for this project, along with dates, where known.

**Table 1.1 – Key Milestone Events**

MILESTONE	DATE
Completion of Project Concept Report	October 2005
Issuance of Invitation to Negotiate (ITN) for Operations, Data Collection, and Marketing	February 2006
Notice to Proceed (NTP) to the Selected Contractor (i.e., Traffic.com)	July 2006
Operations Commence	October 2006
Modifications to the Statewide 511 System to Provide Southwest Florida Information	November 2006
Completion of the Data Fusion and Operator Interface Systems	November 2006
Completion of the Southwest Florida 511 Web Site	November 2006
Transition of the System to the New Statewide ATIS Deployment	September 2008



## **1.4 Goals**

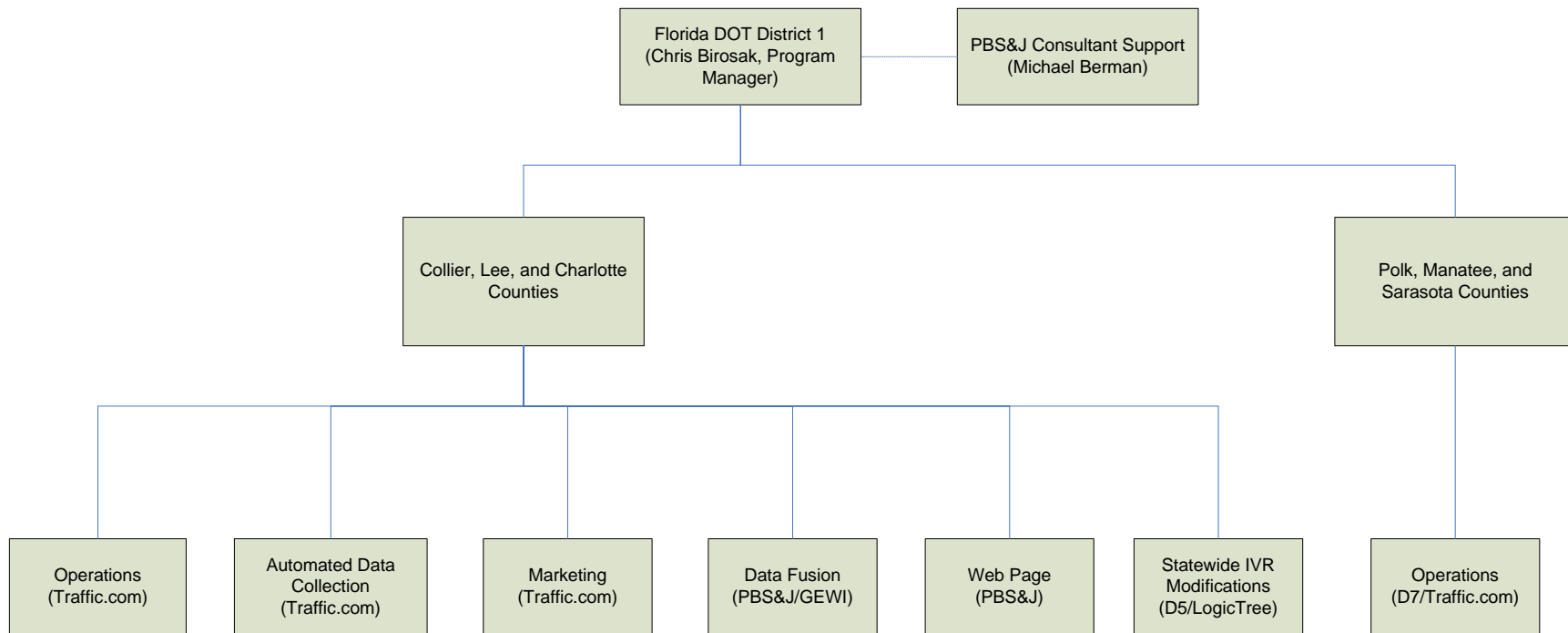
The goal of this project is to provide more detailed traveler information in the southwest Florida region than would otherwise be available from the statewide 511 telephone number and Web page. This project is designed to be an interim project that will be in operation only until the new statewide system becomes operational in 2008.

## **2. Organization Structure**

Figure 2.1 shows the overall organization of the Southwest Florida ATIS project, with District 1 at the top and the various functions, along with the responsible entity or entities, shown below.



**Figure 2.1 – Southwest Florida ATIS Organization Chart**  
(August 7, 2006)





### 3. Management Plans

#### 3.1 Scope of Work

There are five separate Scopes of Work (SOWs) that are relevant to this project. Details on each each scope are provided in the following sections.

##### 3.1.1 PBS&J Consultant Scope of Work

This SOW provides general support to FDOT District 1. The original scope was very general, and provided the vehicle used to assist in the development of the ITN for operations, automated data collection, and marketing, and of the project concept report,<sup>2</sup> the *Concept of Operations*,<sup>3</sup> and the *Systems Engineering Management Plan*.<sup>4</sup> The FDOT Central TEOO and PBS&J are currently preparing a more detailed SOW under which follow-on work, including assisting in overseeing Traffic.com, will take place.

##### 3.1.2 PBS&J Development Scopes of Work

PBS&J is also responsible, under separate SOWs, for the development of the operator interface, data fusion system, and ATIS Web page. The first SOW was for the design of these systems, and that effort is essentially completed. PBS&J and the FDOT Central TEOO are negotiating a SOW for the development of those systems.

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<sup>2</sup> Florida Department of Transportation, *Technical Memorandum – Jacksonville and Southwest Florida Advanced Traveler Information System Project – Final Southwest Florida 511 Concept Report* (Version 2, October 2005). Available online at [http://floridaitis.com/ATIS\\_Proj\\_Sup.htm](http://floridaitis.com/ATIS_Proj_Sup.htm).

<sup>3</sup> Florida Department of Transportation, *Technical Memorandum – Jacksonville and Southwest Florida Advanced Traveler Information System (ATIS) Project – Final Southwest Florida 511 ATIS Concept of Operations – Financial Project Number: 414668-1-32-01* (Version 3, December 2005). Available online at [http://floridaitis.com/ATIS\\_Proj\\_Sup.htm](http://floridaitis.com/ATIS_Proj_Sup.htm).

<sup>4</sup> Florida Department of Transportation, *Technical Memorandum – Jacksonville and Southwest Florida Advanced Traveler Information System (ATIS) Project – Southwest Florida ATIS Systems Engineering Management Plan* (Version 2, May 2006). Available online at [http://floridaitis.com/ATIS\\_Proj\\_Sup.htm](http://floridaitis.com/ATIS_Proj_Sup.htm).



### *3.1.3 Traffic.com and District One Scope of Work*

Traffic.com is under contract to provide operations, automated data collection, and marketing services to District 1. A contract NTP was provided for this scope on July 10, 2006. More details on Traffic.com's functions are contained in a separate program management plan, incorporated herein by reference.<sup>5</sup>

### *3.1.4 LogicTree's Scope of Work*

District 5 will modify its contract with LogicTree to provide modifications to the statewide IVR system that are needed to support the additional southwest Florida information. This scope is currently being negotiated.

### *3.1.5 Traffic.com's District Seven Scope of Work*

Traffic.com is the operations and IVR provider for the Tampa area 511 system, which is managed by FDOT District 7. Their SOW was expanded to include a system provision for more detailed information on the facilities in Sarasota, Manatee, and Polk counties.

## **3.2 Schedule Management**

Traffic.com will maintain the integrated master schedule (IMS) as part of its project management efforts. PBS&J will provide input to that schedule as needed.

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<sup>5</sup> Traffic.com, *Southwest Florida ATIS – Program Management Plan* (Version 0.2, August 2, 2006). FDOT Contract No. BDD87, Project No. 414668-1-32-01.



## **4. Status Reviews**

This section describes how this project will be reviewed.

### **4.1 Meetings**

The project plan currently calls for biweekly meetings during system development and monthly meetings thereafter. PBS&J will attend all meetings, and will maintain minutes, issue lists, and action item lists.

### **4.2 Document Reviews**

PBS&J will review all Traffic.com deliverables and will provide comments to District 1. The FDOT will also review the documents and provide comments. Traffic.com will address the comments and resubmit the documentation with the appropriate changes.